

LAHPOA Board of Directors Meeting Minutes January 11, 2017 at The Lakehouse at Heritage Pointe

In attendance:	Louise Ascah Heather Harris	Mark O'Henly Don Waldorf	Don Francis Glenn Ruskin	Bryan Dozzi
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1. Call to order at 7:05 pm.
 - a. Approval of November 16th meeting minutes motioned by Glenn and seconded by Louise.
 - b. Approval of agenda motioned by Glenn and seconded by Mark
2. Financial Update (yearend financials not yet ready)
 - a. ATB
 - i. Loan funds deposited third week of December (\$50,000)
 - ii. Three GIC's entered into with reserve funds (12/18/24 months)
 - iii. Don & Brett to get credit cards (\$5,000 combined limit)
 1. Spending parameters reviewed
 2. Full expense accounting required w/ receipts
 - b. Annual fees to be set @ 2016 Amount + Calgary CPI (0.1%) + Collection Container Fee (\$240)
 - i. Invoices to be sent out by Feb 3rd at the latest
 - ii. Notice to include statement regarding revenue concerns that will be addressed at AGM (carbon tax + minimum wage increases + 8 years without any fee increases)
3. Legal
 - a. Edwards' delinquent account
 - i. Heather to make sure that lawyer files statement of claim prior to two year statute of limitations.
 - b. Looking to replace McLeod (\$430/hr) with Richard John (\$385/hr) to deal with bylaw ammendments and empty lake lot. He currently does fee collection for 10 associations.
 - c. Louise has responded to homeowner Ray's lawyer about threat of legal action over trees on community lands.
 - i. LAHPOA will not remove them to improve his view of the lake.
4. Community Manager's Report (refer to monthly report from Don)
 - a. Six ice fishing kits purchased per Dunbow Rec Board funding, and several clinics offered by Glenn. Anglers have already caught over 200 burbot.
 - b. Dec 16th 'Light Up the Night' and Dec 11th 'Pet Photos' were very successful this year.
 - c. Process started to find alternative compressor system. Louise submitted another CFEP grant application for this project.
 - d. 2017 goose egg and nest management permit application approved by Environment Canada
 - e. Calgary Parks & Lake Managers staff/benefits survey received and distributed.
 - f. Plan to send out summer student offer letters before end of January in prep for hiring fair in early spring.
5. Universal Cart Program
 - a. Nov 23rd open house was attended by approximately 40 households. Don did a great job on the storyboards.
 - b. Envirocan assembly and delivery of collection containers starts Sat Jan 14th. Each tote is RFID tagged.
 - c. Literature to go out with totes.
 - d. First collection date is Jan 26th.
 - e. Homeowner Bharat has agreed to participate in the program following Louise's response.
6. Garage
 - a. Doors are now installed, and power connected.
 - b. Ryan is to check on drywall vs plywood installation cost.
 - c. Last cheque (\$11,000) to be held back until total completion of project by Plannit Builders.
7. General
 - a. Lakehouse Repairs (CFEP grant extended to August, 2017)
 - i. Keystone wants to bid earthwork, and subcontract the rest. May joint bid with Leer Construction.

- b. Pine Creek home owner association (26 homes) wants to work with us on waste management program.
 - i. LAHPOA could provide for waste collection and cut green areas for ~ \$38,000. Lake access would have to be brought up at AGM.
 - ii. Louise to set up meeting and invite other BOD members.
 - iii. Summit and other HP associations could be interested as well.
- c. Renewal of Waldorf and Oliver contracts
 - i. Both contract renewals being prepared
 - ii. Brett's evaluation with Don went well
 - iii. Don F and Mark to conduct Don's evaluation
 - iv. Brett may want to supply additional trucks for summer crews. Proper commercial insurance would be required.
- d. 2017 BOD priorities
 - i. Welcome Guide (Mark/Louise/Don) – due April 15th
 - ii. Bylaws & Standards (Mark/Louise) – due April 15th
 - iii. Rules & Regs (Bryan) – due April 15th
 - iv. 3 – 5 Year Infrastructure Plan (Don) – due April 30th
 - v. IT Infrastructure (Don)
 - 1. Cloud Storage – due Feb 28th
 - 2. New Website Platform – deadline TBD

8. Meeting concluded and adjourned at 9:10 pm. Motion to Adjourn: Glenn; seconded: Heather

9. Next meeting scheduled for Wednesday February 15, 2017 at 7:00 pm.